

**Iowa Department of Natural Resources  
Natural Resource Commission**

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**ITEM**

**7**

**DECISION**

**TOPIC**

**Volga State Recreational Area -- Consulting Firm Selection for the  
Design of a Campground Including Utilities**

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A Request for Proposal (RFP) was issued to solicit proposals from qualified engineering consulting firms with experience in providing engineering and consulting services for the design of a complete Recreational Vehicle (RV) campground along with underground utilities. The scope also included design of water treatment and wastewater treatment lagoon system at Volga River State Recreation Area.

The selected firm will design 28 new electric RV sites, convert the existing 11 drive-through RV sites into full hookup sites, design a new water well with treatment and distribution, design wastewater collection and treatment system, and other miscellaneous utility work for future cabins and restrooms.

Eight proposals were received. The proposals were reviewed by a 4 member evaluation committee: Angela Corio, Mike Hameed, Don Labate and Gabe Lee. The evaluation committee scored the submitted proposals based on the following criteria: 1) capability to undertake the project (30); 2) technical expertise (30); 3) work plan to execute the project (20); and 4) cost of services (20).

Out of a possible 100 points, the proposals received the following scores:

Bartlett & West, Inc.	83.75
Stanley Consultants	74.25
Bolton & Menk, Inc.	70.00
MSA Professional	68.50
Lee Engineering	67.75
Bonestroo	65.75
Yaggy Colby Associates	54.25
TeKippe Engineering	54.00

Staff recommends awarding the contract to Bartlett & West, Inc., the vendor with the highest score. We are still in the process of negotiating the consulting fees for the services and the final number will be provided to the Commission at the April 10<sup>th</sup> meeting.

Linda Hanson, Administrator  
Management Services Division  
April 10, 2008